



DHR Contact Information

**1313 Sherman St.
Denver, CO. 80203
303-866-2323**

<http://www.colorado.gov/dpa/dhr/>

The following is a brief description of the sections serving agencies and a listing of staff, including primary contacts for key major functions.

DIVISION DIRECTOR'S OFFICE

Provide strategic planning and leadership of statewide human resources programs and systems.

Tom Montoya 303-866-2014. Acting Division Director, internal operations, manage Risk Management and HR Analytics Units.

Barbara Sohnen 303-866-3662. State Personnel Director's Rulemaking; lead rules interpretation for Chapters 1, 7, and 8; coordinate Director's dispute resolution processes; HIPAA Compliance Officer.

Risk Management Unit

Train, consult, and manage the State's self-insured liability, worker's compensation, property insurance, and loss control programs, except for the University of Colorado system, Colorado State University at Fort Collins, and the University of Northern Colorado. Contact 303-866-3848 or toll free 1-800-268-8092.

Markie Davis 303-866-4277. Program Supervisor.

Mary Stephens 303-866-4987. Claims administration; unit administrative support.

Brenda Hardwick 303-866-4292. Safety and Loss control; indoor air quality and environmental health; ergonomic evaluation; training.

Suzanne Kubec 303-866-4290. State property insurance liability claims administration and tracking, and insurance consulting.

Nick Witkowski 303-866-4971. Safety and Loss control; indoor air quality and environmental health; ergonomic evaluation; training.

HR Analytics Unit

Support to DHR's programs through data management and analyses, conduct general statewide surveys and produce division-wide reports.

Sue Huang 303-866-4219. Program Lead, implementation of metrics, Annual Workforce Demographics Report, workforce surveys and assessments.

Mark Rothman 303-866-2449. Benefits utilization and financial analyst, workforce data analysis.

Jennifer Vendetti 303-866-2374. Risk management analyst, Annual HR Activities Survey.

WORKFORCE PLANNING AND DEVELOPMENT SECTION

Create, maintain, and enhance workforce planning and assessment of HR effectiveness, recruitment and selection, performance management policies, and training.

Laurie Benallo 303-866-4247. Section Manager.

Rebecca Fisk 303-866-2439. Training registration; section support.

Charlene Wisher 303-866-2171. Section support; distribute tests to agencies.

Professional Development Center

Design effective, interactive learning opportunities to help state employees grow professionally and excel in their work environment.

David Remson 303-866-4265. Program Lead.

Talent Management Unit

Develop, maintain, and improve system strategies and tools in the areas of workforce and succession planning, and competencies.

Jerry Wittmer 303-866-2523. Program Lead; consultation on workforce issues; workforce planning; succession planning; competencies; leadership development program.

Earline Hill 303-866-2620. Develop and implement tools to support workforce and succession planning.

Consulting Services Unit

Review statewide human resource program management and assist departments in eliminating problems, improving operations and performance, and identifying and implementing "model policies and practices;" maintain delegation agreements, provide professional job evaluation and selection activities for centralized agencies; create, maintain and enhance the selection and performance management systems. Lead rules interpretations for selection and status (Chapter 4), performance management (Chapter 6); provide information on I9 requirements.

Jennifer Clayman 303 866-4248. Program Supervisor, HR audits and program review, model policies and practices, selection system consultation and training, SPCP program design and administration, delegation agreements, higher education exemption reporting, minimum qualifications, written objective examinations.

Kurt Beerline 303-866-2409. Performance management; written objective test development.

Joel Ferguson 303-866-2133. I9 lead: training workshops and other outputs lead; HR audits; model policies and practices; selection issues and systems consultation; SPCP mentor; background checks; higher education exemption reporting; minimum qualifications.

Marisol Larez 303-866-2183. Higher education exemptions, minimum qualifications, model policies and practices, delegation agreements.

Tina Miller 303-866-2169. Performance management lead, including lead rules interpretation for the performance parts of Chapter 6 and performance program approval; HR audit lead; model policies and practices; selection issues and system consultation; SPCP mentor; minimum qualifications.

TOTAL COMPENSATION SECTION

Create, maintain, and enhance an integrated and strategic total compensation program that is flexible and competitive.

Karen Fassler 303-866-4246. Section Manager.

Compensation Unit

Create, maintain and enhance the job evaluation system and compensation and leave policies, conduct the annual compensation survey, review and approve personal services contracts, coordinate FMLA and FLSA compliance, and work-life program. Lead rules interpretation for job evaluation (Chapter 2), compensation (Chapter 3), leave (Chapter 5), and personal services contracts (Chapter 10).

Travis Engelhardt 303-866-4252. Program Supervisor; Enforcement & Protective Services (EPS-A), Labor Trades and Crafts (LTC-D) and Temporary Aide (P) occupational groups; class conversion database, achievement/performance pay; and TCAC administration.

Kirsten Jahn-Elfton 303-866-4231. Compensation Specialist; Professional Services (PS-H), and Physical Science/Engineering (PSE-I) occupational groups; job evaluation PCP training lead; Personal Services Contracts guidance; rules interpretations for job evaluation (Chapter 2).

Joann Nelson 303-866-4250. Compensation Specialist; Health Care Services (HCS-C) and Administrative Support and Related (ASR-G) occupational groups; rules interpretations for compensation (Chapter 3); pay practices; department commission plans; incentive and recognition programs; Statewide Work-Life Coordinator, including Employee Discount Program coordination.

Kristi Rudy 303-866-4236. Compensation Specialist; Senior Executive Service (SES); annual compensation survey coordinator; annual compensation plan; third-party surveys; and total compensation calculator, summary, and timeline.

Carmen Schrimpscher 303-866-2391. Total Compensation Technician.

Joi Simpson 303-866-5496. Compensation and Training Specialist; Personal Services Contracts Program Coordinator; Personal Services Contracts PCP training lead; rules interpretation for personal services contracts (Chapter 10) and leave (Chapter 5); Statewide FLSA, FMLA, and Leave Coordinator; temporary employees.

Employee Benefits Unit

Negotiate and manage medical, life, dental, prescription, disability benefits plans, and flexible spending accounts. Lead rules interpretation for benefits (Chapter 11).

Vinita Biddle 303-866-3477. Program Supervisor; oversee plan designs, pricing, and eligibility and enrollment; rules interpretation (Chapter 11).

Jeff Isham 303-866-2365. Contract manager for life, disability, flexible spending accounts; life insurance claims processing.

Judy Kohler 303-866-3444. Contract manager for medical and dental plans.

Paula Manzanares 303-866-4066. Written complaint research and response; eligibility and enrollment technician; customer service; Medicare data research.

Anne Marcovecchio 303-866-2576. Contract manager for benefits administration system; eligibility and enrollment specialist.

Vince Plymell 303-866-3892. Benefits communications and education.

Jamie Thornton 303-866-2254. COBRA Coordinator; eligibility and enrollment technician; customer service.